Check-Out

• Residence halls close on Saturday, May 9, 2015 at 4:00 PM
• Students moving off campus must properly check-out by express check-out or with the hall staff and turn in a check-out slip to the Housing Office before the first day of the Fall 2015 semester. If you have fully passed inspection and the check-out process is complete, then your damage deposit will be refunded.
• Make plans to properly check-out after your last final exam. If you have special needs (graduation, airline issues, etc.) concerning check-out, contact your Area Coordinator to make arrangements or submit information to Housing by email at housing@louisiana.edu

Express Check-Out

• Is available to all students living on campus. This is the process by which you are able to deposit your key enclosed within an express check-out envelope into the express check-out box located near the front desk of your hall.
• P.O. Box keys may now be turned in when turning in your room key. Simply place the key in the envelope and fill out the required sections.
• NOTE: By choosing express checkout, students waive the right to dispute any charges under $350.
• An express check-out envelope can be retrieved from the front desk. Please remove all of your belongings from the suite. If belongings are left at the time of check-out, a $300 item removal fee can be assessed.
• NOTE: Please remove command strips carefully. Any damaged caused by a command strip will result in a $50 repair charge for each wall damaged. See how to properly remove hooks by viewing this video: (http://www.command.com/wps/portal/3M/en_US/NACommand/Command/Resources/How-to-Use/#video)
• Your assigned room, bathroom, and common area must be adequately cleaned and be able to pass inspection at the time of check out. Please make sure that the floors are swept, the tub and toilet is cleaned, etc. If these areas do not pass inspection, a cleaning charge may be placed on your account.

Staying for the Summer?

• Taking Summer classes? Need a place to stay? Sign up for summer housing using the Housing portal on portal.louisiana.edu.
• You will NOT be considered for a reservation unless you submit a residence hall application and contract and all housing debts from any previous semesters/sessions are paid in full.
• RATE CHANGES: There are room and meal cost changes for the Fall 2015 academic year. To view these visit (http://www.housing.louisiana.edu/content/residencehalls/room-board-rates)